



# Rutherglen High School

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A VICTORIAN SECONDARY COLLEGE

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## **Resumption of Face-to-Face teaching for all students: Tuesday 9<sup>th</sup> June 2020.**

Parents and carers, and of course students and teachers, have been looking forward to resumption of classes.

This will occur for all year levels effective from Tuesday 9<sup>th</sup> June 2020 based on expert medical advice.

However, while students are returning, the COVID-19 crisis is **NOT** over and we all need to continue to minimise risk of a second wave or localised breakouts. Again based on expert medical advice, there will be new arrangements in place that must be followed.

### **On-Site Visitors (including parents and carers)**

Medical advice is that adults are the biggest risk factor and therefore are not allowed to enter school grounds unless they have made an appointment by telephone on 02 6032 9483.

This of course does not include full and part-time staff including visiting professionals in health and allied areas.

Parents or carers picking up students early should telephone the school on 02 6032 9483 to inform the office they are here and **then remain in their car outside of the school grounds.**

### **Unwell students**

**Students who are unwell and/or showing any cold or flu-like symptoms must NOT attend school.**

**Students who become unwell or who are showing any cold or flu-like symptoms during the school day will be isolated in Sick Bay until they can be collected by parents or carers.**

### **Drop off of students**

Over half of our students travel by bus and so their drop-off times are automatically staggered.

Parents who drive students to school are required to remain in their cars when they drop students off and leave the drop off area as soon as possible so that there is room for other vehicles and there is no opportunity for possible spread of any infection.

### **Lockers**

Student locker areas will operate as normal but students are reminded to move away from their lockers after accessing them to enable other students to access their lockers.

Mobile phones **MUST** be locked in lockers (or the General Office) during school hours. All contact must be through the General Office.

### **Hygiene**

The best defence against infection is hygiene practices including hand-washing. Facilities for hand-washing exist in various locations and rooms around the school. Hand washing facilities are set up in 'practical' subjects.

**Covering your mouth/nose when coughing or sneezing is absolutely essential.**

## **Sanitising**

Sanitising stations exist at major building entrances. Anyone entering a school building must sanitise their hands.

Pump action bottles of sanitiser are located in each room. Anyone entering a room must sanitise their hands.

Sanitising hands is also required before eating, after toileting as well as after touching your face, hair etc.

The sanitising solution used at school is a high alcohol content sanitiser in line with medical advice.

## **Classroom organisation**

The 1.5 metre separation and 4 square metre rules do **NOT** apply within Victorian schools.

However class teachers will organise their classrooms to maximise student separation.

Students will be instructed not to gather in large groups at Recess and Lunchtimes.

## **Additional measures within specific subjects**

The nature of certain subjects, particularly Food Technology and Hospitality, means that additional measures **MUST** be implemented.

This will include additional safe food handling requirements. Students will operate individually rather than in pairs and sharing of food and equipment will **NOT** be permitted.

Students will take their food home rather than eat it at school to assist in food **NOT** being shared.

Additional cleaning and sanitising will take place between practical classes.

Where additional measures are required in specific subjects, class teachers will explain these measures and reinforce the message with posters.

## **Drink bottles**

Students are encouraged to carry re-fillable water bottles. Bottles **MUST NOT** be shared. Water bottles can be re-filled in the Cafeteria and at two filling stations located at the STEM Centre.

Drinks, including water, are available for purchase at the Cafeteria.

Re-useable water bottles (donated by North east Water) are available from Ms. Ward.

We urge students to put their name on water bottles, and indeed all personal items and equipment.

## **Food and Cafeteria**

The Cafeteria will operate with a full menu including a range of hot food.

### **Lunch orders are strongly recommended.**

Student access to the Cafeteria will be staggered at lunchtime to separate year level cohorts:

- Year **7 and 8** students are able to access the Cafeteria between **12:40 and 12:50 p.m.**
- Year **9 and 10** students are able to access the Cafeteria between **12:50 and 1:00 p.m.**
- Year **11 and 12** students are able to access the Cafeteria between **1:00 and 1:10 p.m.**
- Between 1:10 p.m. and 1:35 p.m. students from all year levels can access the Cafeteria as long as numbers remain below 25

**Facilities such as microwaves and sandwich toasters have been removed from the Cafeteria area and the VCE Centre. They are not available to re-heat food in the Food Technology area.**

This is also on medical advice that sharing of food or food preparation facilities is a health risk.

Hot water from the Cafeteria urn will still be available for re-hydrating noodles etc.

**Students who wish to bring hot food from home are urged to purchase a wide-mouth thermos flask.**

Students will be encouraged to eat their lunch outside, in small groups, weather permitting.

### **Assemblies**

Large scale assemblies will not take place.

At this stage that includes Year Level Assemblies but this will be subject to ongoing review.

### **Camps and Excursions**

Camps and excursions will not take place.

We will utilise some nearby sporting facilities for PE and Sport classes but this will be subject to ongoing review.

### **Additional Cleaning**

Cleaning and sanitisation is carried out every morning and every evening.

Additional government funds have allowed us to employ our cleaner for additional hours. He is coming to school every lunchtime in order to clean and sanitise 'high contact' areas.

### **General Expectations**

To ensure a smooth transition back to school, we aim to return to 'normal' as soon as possible.

**Standard school rules about mobile phones, uniform etc. will be fully applied from the first day.**

Laptops and similar devices have been an essential part of teaching and learning this term. Teachers will increasingly be using them in class so it is essential laptops are brought **fully charged** to school every day.

### **Loaned IT equipment**

To assist in the Transition to Remote Learning, the Education Department provided us with a variety IT equipment including laptops which we have loaned to students/families.

The existing loan arrangements will remain in place until the department informs us otherwise.

**Laptops should be brought to school and used every day.**

Loaned equipment must be brought to school on 22<sup>nd</sup> June for inspection. If equipment is being used for educational purposes, we anticipate extending the loan.

### **Other?**

The return to school of our Year 7 to 10 students will pose some additional complications. However if we continue to work together we will be able to sort any issues out.

**If there is an area you feel we have not considered or have not clarified, please contact the school so this can be rectified.**

Yours sincerely

*Phil Rogers*

Principal